

HOMEBOUND AND HOME-BASED INSTRUCTION

Loudoun County Public Schools (LCPS) ~~under State authorization offers~~
~~homebound and home-based instruction as part of the a continuum of services to school~~
~~age children students who are actively enrolled in LCPS. This instruction is offered to~~
~~those students whose medical needs prevent students from attending school for a limited~~
~~period of time, based upon certification of need by the attending licensed physician or~~
~~licensed clinical psychologist.~~

A. Homebound Instruction. Homebound instruction is academic instruction provided to
students who are confined at home or in a health care facility for periods that would prevent
regular school attendance based upon medical certification of need by a treating physician,
nurse practitioner, psychiatrist, psychiatric nurse practitioner, or licensed clinical
psychologist and are unable to attend school because of a physical or mental health
condition. Homebound instruction is designed to provide temporary continuity of
educational services between the classroom and home or health care facility and will be
provided as follows:

1. Homebound instruction shall be considered for students whose parent or
guardian has submitted a completed medical certification of need. If the student is referred
for a mental health illness, the certifying health provider must be a psychiatrist, psychiatric
nurse practitioner, or licensed clinical psychologist.

2. Homebound instruction should be initiated as soon as possible following
receipt of a completed medical certification of need, but no later than five instructional days
upon approval of the request.

3. Homebound instruction shall be approved when:

a. the parent or guardian provides the school-based homebound contact
a fully completed medical certification of need, including parental
permission to contact the treating physician, nurse practitioner,
psychiatrist, psychiatric nurse practitioner, or licensed clinical
psychologist, and

b. the Homebound Services Coordinator completes a review of all
documentation, follows up with the treating providers, determines that
homebound instruction is required and approves the request; and

c. The Homebound Services Coordinator submits notification of the
determination decision and the dates of approval to the school-based
team and to the Special Education Supervisor and/or 504 Coordinator,
if required.

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4. Homebound instruction for students receiving 504 services may be reviewed by the 504 team to determine if accommodations are required during homebound instruction. The 504 Plan may be revised by the team as appropriate.

5. Homebound instruction for students receiving special education services shall be subject to review by the student's Individualized Education Program (IEP) team pursuant to the Individuals with Disabilities Education Act. As part of the review the IEP Team must:

- a. review the homebound courses recommended by the Homebound Coordinator and/or school based team,
- b. review the approved medical certification of need,
- c. provide parents with Prior Written Notice and obtain informed parental consent to amend the students IEP prior to initiation of homebound instruction,
- d. determine the appropriate placement for the student based on the student's educational needs,
- e. revise the IEP and include language in the IEP that clearly determines if special education instructional services are required, and if so, the method of instruction, where homebound instruction will be provided, the time period, frequency and duration of services, and the number of hours of instruction per week,
- f. include a statement that stipulates that homebound instruction is temporary and does not constitute a permanent change in placement and is not considered a "stay put" placement.

6. Homebound instruction may be:

- a. provided to LCPS students who are confined in another county or city in Virginia and to qualified students confined in another state who meet homebound eligibility requirements,
- b. supplemental, or part-time, for LCPS students with health impairments whose conditions may interfere with regular school attendance,

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- c. provided on an intermittent basis for students with a chronic illness, if recommended by the treating physician, nurse practitioner, psychiatrist, psychiatric nurse practitioner, or licensed clinical psychologist and approved by the Homebound Coordinator,
- d. provided part-time in the school setting for students who are unable to participate in full day instruction within the classroom setting,
- e. extended beyond nine weeks with the required physicians request for an extension as submitted to the school homebound contact by the parent. For students with an IEP, the IEP team must amend the IEP, prior to the conclusion of services, and either return the student to the school setting, continue homebound instruction or place the student in an alternative placement as determined by the IEP team.
- f. provided in an alternative setting if the home is not deemed appropriate for instruction and the students condition allows,

7. Instructional priority will be provided for core academic subjects (Language Arts, Math, Science and Social Science). Advanced Placement, electives, and special courses are not guaranteed and if, due to very unique circumstances, it is determined that the course should be provided, it will not be comparable to the school-based instructional experience. Personal finance, economics, and/or foreign language courses may be considered for high school students if required for graduation.

8. The following represents the minimum hours of instruction to be provided. These hours may not be applicable in all instances and the IEP team will determine the number of hours necessary for students to access homebound instruction;

- a. Elementary school students – one hour per day
- b. Middle school students – eight hours per week
- c. High school students – two hours per core academic subject per week and other accommodations on an individual basis

9. Students receiving homebound instruction will be expected to complete homework and other assignments independently and outside of the presence of the homebound teacher. Students should be prepared to participate in the instructional process. When possible, school-based instructional options should be utilized including part-time homebound instruction, online programs or other forms of technology.

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10. A pregnant student is expected to attend school unless her physician certifies that she is physically or emotionally unable to participate in the regular school program and/or activities. A student who is pregnant is eligible for homebound instruction based on certification of medical need from the treating physician.

11. Students on homebound instruction will have access to Standards of Learning Assessments (SOLS) as prescribed by 8VAC 20-131-30.

12. Homebound instruction is not intended to supplant school instruction nor a guarantee that the student will progress academically or meet graduation requirements on time. Credit for student work shall be awarded when it is completed under the direction of a licensed teacher and the work meets subject matter content standards and there is evidence that the instructional time requirements or alternative means of awarding credit are in accordance with 8VAC20-131-110.

13. Students participating in homebound instruction may be allowed to participate in extra-curricular activities, including sports, if recommended by the treating physician, nurse practitioner, psychiatrist, psychiatric nurse practitioner, or licensed clinical psychologist and approved by the Homebound Coordinator.

14. Homebound instruction shall be terminated after 9 weeks unless a completed reauthorization form including; the justification and anticipated timeframe of the extended homebound instruction; an updated treatment plan; progress towards treatment goals; and plans to transition the student back to the school setting is provided by the treating health care provider documenting the need for extended instructional support.

15. If the parent or guardian does not agree on the homebound services offered by the school, the parent or guardian may submit their concerns in writing to the Coordinator of Homebound Services and request a formal review. The Coordinator for Homebound Services will collaborate with the Director of Student Services and/or the Director of Special Education to review the concerns and communicate the decision to the parent or guardian and school-based contact within 5 business days. The decision rendered will be final.

B. Home-based Instruction. Home-based instruction is also known as administrative homebound and may be provided to general education or special education students who have been removed from school due to disciplinary or other reasons. Medical certification is not necessary for such a placement. Home-based instruction will be provided as follows:

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1. General Education Students

- a. Home-based instruction may be considered as a temporary alternative instructional option for general education students, for disciplinary or other reasons, as approved by the Office of School Administration and coordinated by the school-based team.
- b. Home-based instruction may be delivered in the home setting or other approved setting.
- c. Instructional priority will be provided for core academic subjects (Language Arts, Math, Science and Social Science). Advanced Placement, electives, and special courses are not guaranteed and if, due to very unique circumstances, it is determined that the course should be provided, it will not be comparable to the school-based instructional experience. Personal finance, economics, and/or foreign language courses may be considered for high school students if required for graduation.

2. Students Receiving Special Education Services

- a. Home-based instruction for students receiving special education services will be coordinated through the Office of Special Education and may be considered by the IEP team as a temporary alternative instructional option for students who have been suspended for more than ten school days for disciplinary reasons, or other reasons as determined by the IEP team.
- b. Home-based instruction may be delivered in the home setting (or other agreed upon setting) in accordance with the student's IEP. The student's IEP team will make this placement decision based upon the student's educational needs and consideration of the student's least restrictive environment.
- c. A student receiving home-based instruction is carried on the roll of the school the student attended prior to the placement change for the duration of the home-based instruction and will be marked present based on session attendance and participation.

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d. Instructional support is determined by the student's IEP team. Priority will be given to core academic subjects. The IEP team will determine the hours, duration, and location that instructional support will be provided.

3. Home-based instruction for students receiving 504 services may be reviewed by the 504 team to determine if accommodations are required during home-based instruction. The 504 Plan may be revised by the team as appropriate.

C. Teachers Qualifications

Teachers eligible to be employed to instruct provide homebound and home-based students instruction must hold an active Virginia license issued in accordance with rules and regulations of the Virginia State Board of Education. Teachers may provide instruction outside of their licensure endorsement when supervised by a highly qualified teacher.

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Virginia Department of Education Homebound Instructional Services Guidelines

Regulations Governing Special Education Programs for Children with Disabilities in Virginia